



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

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TO: Planning Board Members

FROM: Michael A. Lumbis, Planner

SUBJECT: Tabled Applications from the December 1, 2015 Planning Board Meeting

DATE: December 31, 2015

At the previous Planning Board meeting on December 1, 2015, the Planning Board voted to table two applications for waivers of site plan approval. Both of these applications appear on the enclosed agenda for the January 5, 2016 Planning Board meeting, as Agenda Items 2 and 3, respectively.

As of the time of this writing, Staff has not received any communication from either applicant regarding the status of their respective applications. The Planning Board may elect to leave an application on the table if no one appears to represent that application.

cc: Jason Gilmore, 241 Coffeen St., Watertown, NY 13601
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